



Rental Qualification Standards and Application Guidelines

Thank you for considering a Star Property as your new home! After reading these standards and guidelines, please contact us prior to applying should you have any questions.

APPLICATION GUIDELINES

- Each person 18 years and older in the household will need to fill out a complete application and submit a non-refundable application fee. The application will not be considered with missing or false information.
- The application process should take 1-2 business days provided that all information is complete and references respond in a timely manner.
- After acceptance, a security deposit is required to hold the unit. You will be given 72 hours in which to cancel the application and have the deposit returned to you. After the 72 hour waiting period, any monies submitted as Security Deposit are forfeited and will be deposited.

QUALIFICATION STANDARDS

- Positive Photo ID-e.g. driver's license, military ID, green card, or passport required
- Gross Monthly Income-a combined income of at least three (3) times the rental amount per month having been maintained for at least three (3) months prior to application. Proof of earnings from pay stubs, tax records, social security, child support, alimony and/or spousal support must be documented. Unverifiable income cannot be considered.
- Positive Credit Report- we will pull this information as part of the application process. Applicants may not provide their own credit report print out.
- Positive Rental History- applicants should be in good standing with current and past landlords. No evictions or owing money to prior landlords.
- Criminal History- must be free of felonies for at least ten (10) years, no more than three (3) misdemeanors. Convictions for sexual offenses and crimes against persons and/or property will not be accepted.
- Pets-Only two (2) pets per unit. No Doberman, Rottweiler, Akita, or Pitt Bull breeds allowed. No pets over 40 lbs.

I have read and I understand the guidelines and qualifications set forth by Star Property Management.

Applicant Signature

Date

Agent for the Owner

Date



APPLICATION FOR OCCUPANCY

Property Information

Property Name: _____ Unit Type: _____ Rent: _____
Leasing Rep: _____ Move in Date: _____ Cosigner for: _____

Applicant Information

Last Name _____ First Name _____ MI _____
Maiden or Former Name(s) _____
SSN: _____ Date of Birth: _____
Driver License # _____ State _____ Bank _____
Email Address: _____ Phone Number _____

Residential Information

PRESENT Rent Own Family Dates of occupancy _____ Rent \$ _____
Street Address _____ Unit # _____
City _____ State _____ Zip code _____
Landlord/Community Name _____ Phone _____
PREVIOUS Rent Own Family Dates of occupancy _____ Rent \$ _____
Street Address _____ Unit # _____
City _____ State _____ Zip code _____
Landlord/Community Name _____ Phone _____

Employment and Income Information

CURRENT Employer _____ Position _____
Address _____ City _____ State _____ Zip code _____
Dates of Employment _____ Monthly Income \$ _____
Supervisor's Name _____ Phone Number _____
PREVIOUS Employer _____ Position _____
Address _____ City _____ State _____ Zip code _____
Dates of Employment _____ Monthly Income \$ _____
Supervisor's Name _____ Phone Number _____

Roommate Information

Last Name _____ First Name _____ MI _____
Email Address: _____ Phone Number _____

Roommate Information

Last Name _____ First Name _____ MI _____
Email Address: _____ Phone Number _____

Any other occupants that will reside with you:

Name: _____ Date of Birth: _____ SSN: _____

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Pet Information

Type of pet: _____ Age: _____ Breed: _____ Weight: _____ Name: _____

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Vehicle Information:

Make/Model: _____ Year: _____ Color: _____ License plate: _____

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Additional Information

Have you ever willingly refused to pay rent _____ If so, to whom and why? _____

Have you ever been evicted? _____ If so, from where _____

Have you ever been convicted of a crime _____ If so, where, when, and what were the charges?

Emergency Contact

Name: _____ Relation to you: _____ Phone _____

References:

Personal Reference _____ Phone _____

Personal Reference _____ Phone _____

FAILURE TO PROVIDE COMPLETE INFORMATION WILL DELAY PROCESSING. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. APPLICATION FEES ARE NON-REFUNDABLE. ALL ADULTS OVER THE AGE OF 18 MUST SUBMIT AN APPLICATION AND PAY APPLICATION FEES.

This application must be signed by all adults who will occupy the unit before it can be considered by the Landlord. Acceptance of this application and any monies deposited herewith is not binding upon Landlord until approved by Landlord in writing. Once approved, a Security Deposit in the amount of \$_____ must be submitted to the Landlord. This deposit will be considered as a reservation to hold the unit for no more than 30 days. You will have 72 hours from the time you submit the Security Deposit in which to withdraw your application and have the deposit refunded to you. After the period of 72 hours expires, any monies submitted as Deposit will be considered non-refundable and will be deposited by the Landlord. If after 30 days you have not taken possession of the unit, we will consider the application withdrawn and we will reserve the right to re-rent the unit.

By signing, the applicant recognizes that an investigative report will be prepared whereby information is obtained from credit bureaus, landlords, employers, and public records. This inquiry includes information as to your character, general reputation, credit, and mode of living. This application may be disapproved as a result of any misrepresentation or insufficient information as a result of an incomplete application.

Applicant Signature Date

Owner's Representative Date



Rental Verification

RELEASE OF INFORMATION: I, _____, authorize Star Property Management to inquire about my rental history and authorize current and prior landlords to release my information.

Applicant

Date

FOR OFFICE USE ONLY:

Applicant's Name: _____

Address: _____

Names of persons on the lease: _____

Dates of Occupancy: _____

Rental Amount: _____ Did the applicant pay for utilities? _____

How many late payments? _____ How late? _____

Were eviction proceedings ever started? _____ Was the resident evicted? _____

Did the resident give proper notice? _____

Any pets in the home? _____ If so, what kind? _____

Any pest infestation issues in the home? _____

Condition of home _____

Did they receive their deposit back? _____

Do they owe a balance? _____ How much of a balance is owed? _____

Would you rent to them again? _____

Landlord' Signature

Date